

## **Probate Judge**

The Honorable Ingram B. Moon, Greenwood County Clerk of Court is serving as Acting Probate Judge at this time.

## **Estate Supervisors**

Work directly with families and attorneys to facilitate the handling of a deceased individual's estate. Estate Supervisors assist Personal Representatives with the necessary documents to protect and administer the estate. Estate Supervisors also work with families when Conservatorships and Guardianships are involved. South Carolina Probate Statutes stipulate the process and the Estate Supervisor ensures the legal requirements are satisfied.

### **Deborah Dixon**

**Estate Supervisor      864-942-8623**

Ms. Dixon has been employed with Greenwood County for 10 years and joined the Probate Court staff in October of 2007. She is responsible for assisting families with last names beginning with A – L. Ms. Dixon has resided in Greenwood County for the last 20 years and is currently raising her son, Blake, as well as, participating in different community organizations.

### **Sherlyn N. Lindley**

**Guardianship/Conservatorship Administrator      864-942-5660**

Mrs. Lindley is responsible for overseeing guardianships (adult only) and conservatorships (minors and adults); minor settlements; one-time real estate transactions and changes regarding existing trusts. Mrs. Lindley has sufficient knowledge of the court's various functions to assist the public when personnel for another area maybe unavailable.

**Wendy A. Williams****Estate Supervisor      864-942-8624**

Ms. Williams joined the Probate Court in March 1993. She is responsible for assisting families with last names beginning M – Z. Ms. Williams is a lifelong Greenwood County resident active in several community organizations.

**Faye H. Leslie****Administrative Assistant      864-942-8625**

Ms. Leslie's responsibilities include greeting visitors, directing them to the proper personnel or assisting them personally. She routes a majority of incoming phone calls to the proper office. Marriage Licenses are a major responsibility, as well as, wedding ceremonies performed at the court. Working closely with attorneys' offices, she schedules hearings and receives the pleading necessary for these hearings.

**Kim L. Russell****Office Manager      864-942-8622**

Ms. Russell is responsible for the area of mental health, including substance abuse. Often she meets with family members to explain the options available to them in assisting loved ones with a crisis. Office Manager responsibilities including budget preparation, payroll, maintaining supplies are other aspects of her job description. Finally, Ms. Russell assists the Judge as required and can assist the public with all areas for which the court is responsible.